

UNITED STATES DEPARTMENT OF AGRICULTURE

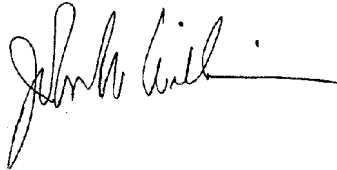
Farm Service Agency
Washington, DC 20250

Notice PM-2323

For: FAS, RMA, and FSA Employees

2002 Government Employees Insurance Company (GEICO) Public Service Awards

Approved by: Deputy Administrator, Management



1 Overview

A

Background

FFAS has been invited to submit nominations for the 2002 GEICO Public Service Awards Program.

GEICO was founded in 1936 to serve the insurance needs of Federal employees. Even though GEICO now serves the general public, GEICO has maintained its relationship with Federal employees, recognizing the special qualities of these individuals.

Throughout this long-standing association, GEICO has observed the many accomplishments of Government employees. There are now nearly 3 million Government workers providing a multiplicity of services to the citizens of this nation. These employees are:

- making a tremendous difference in the quality and efficiency of services
- responsible for the success of many scientific, medical, and technical programs.

In 1980, the GEICO Public Service Awards Program was established to emphasize GEICO's belief that contributions of many hardworking, talented Government employees are deserving of special acclaim. GEICO Philanthropic Foundation sponsors and grants the awards.

It is also recognized that upon retirement many Federal employees continue to be involved in worthwhile activities in the private sector through a new career or by volunteer work.

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Disposal Date

February 1, 2003

Distribution

All FAS, RMA, and FSA employees; State
Offices relay to County Offices

1 Overview (Continued)

B

Purpose

This notice:

- informs Federal employees of the 2002 GEICO Public Service Awards Program
 - requests award nominations.
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C

Recognition

Recipients of this award shall receive all of the following:

- \$2,500 cash award
 - all-expenses-paid trip to Washington, DC for both the recipient and spouse
 - commemorative plaque.
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2 Award Categories, Criteria, and Procedures

A

Categories

GEICO will honor 4 **Federal** employees for special achievements and contributions in the following areas:

- **substance abuse prevention and treatment**
- **fire prevention and safety**
- **traffic safety and accident prevention**
- **physical rehabilitation.**

In addition, 1 retired Federal employee will be honored for contributions made since retirement in 1 of these 4 categories.

Note: “Federal” includes FSA Federal and CO employees.

Continued on the next page

2 Award Categories, Criteria, and Procedures (Continued)

B

Nominating Criteria

The award nominations shall contain the following information:

- nominee's name, title, grade, organization, address, including the ZIP Code, telephone number, and a brief biographical sketch to include the following:
 - education
 - employment history
 - family
 - description of the specific achievement or service that would qualify the employee for the award
 - name and telephone number of the person to contact for further information
 - cover letter from the Department or Agency head or designee endorsing the nominations.
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C

Nominating Procedures

Ensure that all nominations:

- contain the required information in subparagraph B
- contain no more than 2 to 3 pages for each nomination
- include the original and 2 copies
- be submitted no later than **October 1, 2002**, to HRD, Performance Management, Benefits, and Awards Branch (PMBAB) at the following address:

USDA FSA HRD PMBAB
STOP 0595
1400 INDEPENDENCE AVE SW
WASHINGTON, DC 20250-0595.

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2 Award Categories, Criteria, and Procedures (Continued)

D

Contact

Use the following table for contact points.

Office Location	Contact
<ul style="list-style-type: none">• National Office and Overseas employees• Regional Offices• Compliance Field Offices, except Kansas City	Stephen Crisp at 202-418-8975, Kim Jones at 202-418-8979, or TDD 202-418-9116.
Offices serviced by KCAO, including Kansas City Compliance and State Offices	KCAO, Personnel Division, Employee Relations Branch at 816-926-6643 or TDD 816-926-3063.
